BOARD OF COMMISSIONERS

REGULAR BOARD MEETING

MARCH 15, 2022

The Regular Meeting of the Board of Commissioners of the Housing Authority of the City of Jefferson, Missouri, was held at 7:30 a.m. on Tuesday, March 15, 2022, via Zoom meeting and in person.

ROLL CALL: On roll call, the following were in attendance: Chairman Dennis Mueller; Vice-Chairman Larry Kolb; Commissioners Mary Simmons, Brian WeKamp, Rick Prather, and Carlos Graham. Also, in attendance were Michelle Wessler, Executive Director; Chera McCoy, Deputy Director; Cindy Reeves, Chief Financial Officer; Todd Miller, Legal Counsel; Diana Walters, Amy VanOverschelde, Administrative Assistants; Mike Lester and a member of the public and press.

Chairman Mueller called the meeting to order.

REGULAR SPECIAL

Mueller 12-12 11-12

Kolb 10-12 10-12

Simmons 12-12 2-2

WeKamp 11-11

Prather 4-4

Graham 3-3

INFORMATIONAL ITEMS:

A. The monthly financial statements for January and February 2022 were presented.

B. List of Disbursements for February 2022 (Exhibit B)

C. Occupancy Report as of March 2, 2022. (Exhibit C)

D. The Family Self Sufficiency Report was presented. (Exhibit D)

E. **East Capitol Avenue Urban Renewal Plan**

**Phase 1**

Transformational Housing has requested a zoning change to allow 5 units at 101 Jackson. The current zoning allows 4 units. Closing will be delayed due to issues with the title search.

Vice-Chairman Kolb mentioned the building at 401 Capitol Avenue. Two windows are missing on the upper level. Councilman Lester will check with the City to have the windows boarded to prevent further damage from the elements.

**Phase 3**

Legal Counsel discussed the next steps with Phase 3.

F. **Update on Housing Authority operations to deal with Covid-19 –**

Reports of Covid have decreased. We continue to receive SAFHR applications and have 35 pending payments.

H. **MEC-PFD-** Reports due May 2, 2022.

CONSENT AGENDA:

A. Approval of Meeting Minutes for the regular meeting in February 2022 (Exhibit 1).

Vice-Chairman Kolb made the motion to approve the Consent Agenda. Commissioner Prather seconded the motion. Upon unanimous favorable vote, Chairman Mueller declared the motion approved.

RESOLUTION NO. 4819

RESOLUTION APPROVING THE WRITE-OFF (COLLECTION LOSS) OF TENANT ACCOUNTS RECEIVABLE

Commissioner Simmons made the motion to approve the proposed rent and damage write-offs for the month of February 2022 for Dulle Towers in the amount of $342.00. Vice-Chairman Kolb seconded the motion. Upon unanimous favorable vote, Chairman Mueller declared the motion approved. (Exhibit #2, 3/15/2022)

RESOLUTION NO. 4820

RESOLUTION AWARDING THE HAMILTON TOWER SEWER AND KITCHEN RENOVATIONS TO FIVE OAKS AND ASSOCIATES

Commissioner Graham made the motion to approve Five Oaks Associates for the Hamilton Tower Sewer and Kitchen renovations. Commissioner Simmons seconded the motion. Upon unanimous favorable vote, Chairman Mueller declared the motion approved. (Exhibit #3, 3/15/2022)

RESOLUTION NO. 4821

RESOLUTION APPROVING THE AMENDED PUBLIC HOUSING BUDGET FOR FYE 3/31/2022

Commissioner Prather made the motion to approve the amended public housing budget. Commissioner Simmons seconded the motion. Upon unanimous favorable vote, Chairman Mueller declared the motion approved. (Exhibit #4, 3/15/2022)

Councilman Lester reminded everyone to vote on April 5th. He also said he is looking forward to the basketball game on April 23rd that commissioner Graham is participating in.

NEXT MEETING: The regular meeting will be at 7:30 a.m. Tuesday, April 19, 2022.

Commissioner Graham made the motion to adjourn into Executive Session for the purpose of considering the following:

* Legal action involving the Housing Authority and confidential or privileged communication with its attorney, under Section 610.021(1) RSMO;
* Leasing, purchase or sale of real estate by the Housing Authority when public knowledge of the transaction might adversely affect the legal consideration therefore, under Section 610.021(2) RSMO;
* Hiring, firing, disciplining or promotion of particular employees when personal information about the employee is to be discussed or recorded, under Section 610.021(3)
* Welfare cases of identifiable individuals, under Section 610.021(8) RSMO.

Vice-Chairman Kolb seconded the motion. Upon roll call vote the motion was approved.

AYES: Kolb, Weber, Simmons, WeKamp, Prather, Mueller

NAYS: None

ABSENT: None

Commissioner Prather made the motion to adjourn the meeting. Commissioner Simmons seconded the motion. Upon unanimous favorable vote, Chairman Mueller declared the motion approved.

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Dennis Mueller, Chairman

ATTEST: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Michelle Wessler, Secretary